

## RESIDENCY ENROLLMENT CHECKLIST

Name of Parent/Guardian\_\_\_\_\_

Address\_\_\_\_\_

City/State\_\_\_\_\_ Zip\_\_\_\_\_

Telephone Number - Home\_\_\_\_\_ Work\_\_\_\_\_

Name of Student\_\_\_\_\_

Address\_\_\_\_\_

City/State\_\_\_\_\_ Zip\_\_\_\_\_

Telephone Number\_\_\_\_\_ Date of Birth\_\_\_\_\_

Address Verification (Parent/Legal Guardian) (Attach copy of document)

\_\_\_\_ Rental contract

\_\_\_\_ Real Estate Contract signed by all parties

\_\_\_\_ Utilities Bill/Deposit Receipt

\_\_\_\_ Other, such as payroll check, driver's license, W-4, employment documents

Basis for Admission of Student (167.020 RSMo)

\_\_\_\_ Resides with parent in the school district

\_\_\_\_ Resides with legal guardian in the school district (Copy of court ordered guardianship must be attached. A guardian may be appointed for the sole and specific purpose of school registration (SB944)).

\_\_\_\_ Resides with a military guardian in the school district (SB944).

\_\_\_\_ Homeless child (person less than 21 years of age who lacks a fixed, regular and adequate nighttime residence), including a child who is:

- a. \_\_\_\_ living on the street, in a car, abandoned building or other form of shelter not designated as a permanent home
- b. \_\_\_\_ living in a community shelter facility
- c. \_\_\_\_ living in transitional housing for less than one year

Give address or directions \_\_\_\_\_

\_\_\_\_Special circumstances (Section 167.151, RSMo):

- a. \_\_\_\_ an orphan
- b. \_\_\_\_ one parent living
- c. \_\_\_\_ parents do not contribute to the student's support
- d. \_\_\_\_ agriculture (all four of the following conditions must be met: owns real estate of which 80 acres or more are used for agricultural purposes, parent's residence is on the real estate, at least 35% of the real estate is in the district, parent notified district on or before June 30 that student would be attending)

\_\_\_\_Parent is a teacher under contract with the district (Board policy required-Section 167.151, RSMo, 168.151, RSMo)

\_\_\_\_Parent is a regular employee with the district (Board policy required-Section 163.011, RSMo)

**Other exemptions to the residency requirements (Section 167.020.6, RSMo)**

\_\_\_\_Attending school not in the pupil's district of residence as a participant in an interdistrict transfer program established under a court-ordered desegregation program

\_\_\_\_A ward of the state and has been placed in a residential care facility by state officials\*

\_\_\_\_Has been placed in a residential care facility due to a mental illness or developmental disability\*

\_\_\_\_Has been placed in a residential facility by a juvenile court\*

\_\_\_\_Has a disability identified under state eligibility criteria if the student is in the district for reason other than accessing the district's educational program

\*The district of residence will be billed for the local tax effort for the student(s) attending under these circumstances.

Date of Student Admission \_\_\_\_\_

\_\_\_\_Student denied admission. Date of denial\_\_\_\_\_

\_\_\_\_Waiver requested. Date of request\_\_\_\_\_

**WAIVER INFORMATION**

Waiver requested by:

- a.\_\_\_\_Parent
- b.\_\_\_\_Legal guardian
- c.\_\_\_\_Student (at least 18 years old)
- d.\_\_\_\_Other \_\_\_\_\_

- a. Name of person/relative student resides with \_\_\_\_\_
- b. Relationship \_\_\_\_\_
- c. Address \_\_\_\_\_
- d. City/State/Zip \_\_\_\_\_
- e. Address Verification \_\_\_\_\_
- f. Reason why student is living with person/relative \_\_\_\_\_

\_\_\_\_ Other reasons showing hardship or good cause \_\_\_\_\_

Hearing Date (must be within 45 days of request) \_\_\_\_\_

\_\_\_\_ Student admitted pending decision on waiver request

Date student admitted \_\_\_\_\_

\_\_\_\_ Waiver granted. Date \_\_\_\_\_

\_\_\_\_ Waiver denied. Date \_\_\_\_\_

**Students attending school pursuant to the above information may be counted for state aid purposes.**

**Nonresident students who may enroll and are not counted by the district for state aid.**

\_\_\_\_ Tuition

\_\_\_\_ Tax credit tuition-Any person who pays a school tax in any other district than that in which he resides may send his children to any public school in the district in which the tax is paid and receive as a credit on the amount charged for tuition the amount of the school tax paid to the district (Section 167.151(3), RSMo)

\_\_\_\_ Transportation Hardship as assigned by the commissioner of education (Section 167.121, RSMo)

\_\_\_\_ Attending a regional or cooperative alternative education program or an alternative education program on a contractual basis (Section 167.020.6, RSMo)